HIGHRIDGE GRAPHICS

Letterhead Setup Template

8½" × 11" finished size

- Bleed edge | 8¾" × 11¼" with 1/8" bleed per side
- Trim line | 8½" × 11" finished sheet
- Safe area | ¼" inside the trim on all sides

Place this PDF at 100% scale on a separate guide layer.
Extend edge-to-edge artwork to the bleed edge. Keep important content in the safe area.
Hide or remove the template layer before exporting your print-ready PDF.